UNITED NATIONS

A

General Assembly

Distr.
GENERAL

A/C.5/47/3
3 August 1992

ORIGINAL: ENGLISH

Forty-seventh session
FIFTH COMMITTEE
Item 106 of the provisional agenda*

PROGRAMME BUDGET FOR THE BIENNIUM 1992-1993

Prototype of a new budget format

Report of the Secretary-General

I. BACKGROUND

1. By its resolution 46/185 B VIII, the General Assembly, inter alia, endorsed the recommendations of the Committee for Programme and Coordination (CPC) concerning the submission of a prototype of a new budget format through CPC and the Advisory Committee on Administrative and Budgetary Questions (ACABQ) to the Assembly at its forty-seventh session. In its report on the work of its thirty-first session 1/ CPC had recommended that the budget format ought to be restructured, with a view to providing more information on the programmatic content of the budget, greater transparency to Member States, optimum use of resources and more flexibility. The Committee had invited the Secretary-General to submit a prototype of a new budget format along those lines to the Assembly at its forty-seventh session through ACABQ and CPC.

2. Under the same resolution, the Assembly also endorsed the recommendation of CPC on the convening by the Secretary-General of an ad hoc technical seminar to review the question of the methodology used for the preparation of the programme budget. Those two recommendations are indeed connected, to the extent that the format of the budget is largely determined by the methodology used for its preparation. The seminar was held in Mohonk (New York) from 22 to 28 April 1992. It had 26 participants, all current and past members of CPC and ACABQ, including the Chairman of ACABQ and the Chairperson of the thirty-first session of CPC. It was opened by the Under-Secretary-General for

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* A/47/150.

Administration and Management and serviced by the Programme Planning and Budget Division. The seminar reviewed the broad framework of the planning, programming and budgeting cycle; the basic concepts of the budgetary process; the consultative and review process; and priority setting. Within that framework, it considered the preparation of the estimates and the format of the United Nations budget.

3. The present report is submitted in accordance with General Assembly resolution 46/185 B VIII and reflects, to the extent possible, the outcome of the discussions on the budget methodology which took place at the ad hoc technical seminar.

II. PROPOSALS

4. In the light of the observations and recommendations made by budget reviewing bodies over the past few bienniums, it appears that the programme budget is excessively complex in its methodology and presentation and also that it needs to be improved in order to become a more useful management tool for programme managers; a better decision-making tool for representatives of Member States; a more efficient way to convey information on the broad policies of the Organization to Member States; and, for intergovernmental substantive bodies, an easier means of participating in the programmatic review.

5. One way to approach this problem is to differentiate between the various users of the budget document and to provide them with information tailored to their needs. The users can be divided into two broad categories: those mostly interested in an overview of the proposed programme budget, its general objectives, broad priorities and resource levels on the one hand, and those who need a detailed analysis of programmed activities and resource requirements at the programme and subprogramme levels on the other hand. Dividing the budget into two parts would be helpful for that purpose.

6. Part I would replace and expand on the current introduction by the Secretary-General; would address the question of policies and objectives for the budget period; indicate priorities covered in the proposed programme budget; and describe the budget methodology applied as well as the budget content and its main features. Part I would be supported by annexes, which would be more comprehensive than in the current budget.

7. Part II would comprise a detailed section-by-section analysis of the programme budget. Each section/subsection would be further divided into programmes and, if necessary, subprogrammes, with information in the form of tables, programme narrative and description of resource requirements.

8. In more specific terms, part I would be used as a vehicle to provide a comprehensive description of the main features of the proposed programme budget and of the implementation of the priorities set in the plan. It could include a description of the main changes made in the context of the

programmes and in the volume of regular budget and extrabudgetary resources allocated to them in relation to the previous biennium. It might also include a broad description of the activities and related resources proposed for the areas to which the General Assembly requested the Secretary-General to pay special attention when it adopted the outline. The sections or programmes, including common services, where new or increased activities are proposed as a result of recent legislation adopted by legislative bodies or at the initiative of the Secretariat would be identified. Reference could also be made to the actions taken to implement the relevant recommendations made by the Assembly, CPC and ACABQ.

9. With some changes intended to avoid duplication, most summary tables currently included in the introduction, overview tables and annexes to the introduction (see annex I) would be maintained in part I of the proposed programme budget. In addition, a number of comparative tables could be included, namely:

(a) A table showing the distribution of regular budget and extrabudgetary posts by major programme for the current and future bienniums;

(b) Tables covering the apportionment of common-services and conference-services costs to substantive programmes;

(c) A table providing the breakdown of common staff costs in relation to established and temporary regular budget posts.

10. With a view to placing the Secretary-General's estimates in the proper perspective, there would also be an indication of the aggregate level of assessed and voluntary contributions, including resources of the voluntary funds and programmes under the auspices of the United Nations (United Nations Development Programme, United Nations Population Fund, United Nations Childrens Fund, etc.). Information on resources devoted to peace-keeping operations in previous years and an indication of the number of posts, current and proposed, to be financed from the peace-keeping support account could also be provided. In addition, reference could be made to the level of resources contained in the most recent report of the Administrative Committee on Coordination (ACC) on the programmes and resources of the organizations of the United Nations system.

11. It is recognized that the structure of the programme budget could be simplified through the consolidation of budget sections. This could be done by equating a section of the budget with a major programme of the medium-term plan, which would facilitate comparisons between the budget and the medium-term plan and could also provide more flexibility in the management of resources. On the other hand, the full implications of a change in the structure of the budget through the aggregation of sections requires careful study, and it is proposed at this stage to maintain a section structure based on the organization of the Secretariat at the departmental or major office level. On the other hand, significant changes could now be introduced in the programme narratives, resource and staffing tables and descriptions of

resource requirements under all budget sections, which would be analysed in detail in part II of the budget.

12. In the programmatic area, the programme budget should continue to include all programmes and subprogrammes of the medium-term plan. More generally the existing linkage between the structure of the plan and that of the programme budget should be maintained. Each section would thus continue to correspond in most cases to a programme of the medium-term plan and to cover the requirements of the secretariat organizational unit responsible for its implementation. Programmes should be identified whenever possible with specific programme managers in the related sections of the programme budget, so as to emphasize the direct responsibility and accountability of the latter.

13. With regard to the presentation and content of the programme narratives at the section level, it is proposed that, in addition to the information currently provided, specific reference should be made to the main changes in the proposed programme of work, compared to the previous biennium, with particular emphasis on the main new activities to be undertaken during the biennium. When the programme of work has been reviewed by the specialized reviewing body concerned, a summary of its conclusions and recommendations could be provided. Similarly, the changes introduced in the management of a programme as a result of intergovernmental review or on the basis of evaluation studies or programme performance reports would be referred to.

14. At the subprogramme level, a concise introductory text would also focus on new activities and changes. The text should provide a summary of the objectives of the subprogramme in the plan and a description of how the new activities would contribute to their achievement. The narrative itself should identify outputs and services that were postponed from the previous biennium and make a distinction between the new outputs or services proposed for the biennium and those which can be considered as recurrent, either because of their inclusion in prior programmes of work or because of the continuing nature of the activities involved. Whenever possible, the source of financing, regular budget or extrabudgetary resources, should be indicated for each output or service cited. The current system of priority designation, namely identification within each programme of outputs of high and low priority, each category representing approximately 10 per cent of the resources requested, would be maintained.

15. The presentation of resource requirements in the form of tables in both part I and part II of the budget would of course be affected to a large extent by any change occurring in the methodology for the preparation of the budget estimates. Currently, all tables in the budget that contain an analysis of costs or a summary of resource requirements compare the proposed resource growth, net of proposed non-recurrent provisions, to a resource base based on the current appropriation. The former is revalued at the rates applicable to the second year of the current biennium and the latter is expressed at the same rates also. The resource base is further revalued to eliminate "non-recurrent provisions" in the current biennium; to include the delayed impact of the growth authorized for the current biennium, essentially the

difference between the cost of new posts calculated at a normal turnover of 5 per cent for Professional and 0 per cent for General Service and the cost reduced for delayed recruitment (50 per cent for Professional and 35 per cent for General Service) on which the current appropriation is based; and to incorporate special adjustments reflective inter alia of specific effects of inflation and redeployments.

16. As indicated in paragraph 4, this methodology is complex and difficult to explain, although each of its elements is based on sound technical reasons. It is proposed to simplify it by introducing the following changes:

(a) Using the actual appropriation for the current biennium, as revised by the General Assembly prior to the second year, as the resource base against which the rate of growth is calculated. With this approach, it would be possible to discontinue the "base revaluation" operations currently required, i.e., removal of non-recurrent provisions and inclusion of deferred impact of new posts;

(b) Calculating the rate of growth on the basis of actual rather than adjusted (real) growth. The growth would reflect, inter alia, increases or decreases between non-recurrent provisions in the current and future bienniums respectively and the provisions for new posts in the proposed budget would be made on the basis of full costs. No adjustment in the form of removal of non-recurrent items and inclusion of delayed growth for new posts would thus be required. The impact of the discontinuation of a specific treatment of non-recurrent items for the calculation of growth would be alleviated by maintaining the distinction as a management tool and by excluding capital expenditures, which represent a substantial non-recurrent item, for the calculation of overall growth;

(c) Presenting the resource base and growth at actual and projected rates for the first and second year of the current biennium respectively, which would obviate the recosting of the revised appropriation at second year rates;

(d) Applying the appropriate inflation factor to the estimated requirements thus calculated at the rates prevailing during the two years of the current biennium. In other words, the estimates for the next biennium would be recosted for inflation using the "recosting after comparison method".

17. These changes in the methodology would translate in a significant simplification of the tables presenting an analysis of the overall costs in both part I and part II of the proposed programme budget. A further simplification could be obtained by regrouping all objects of expenditure into 10 categories, using the ACC classification. At the same time, greater transparency would be achieved by using the same format for the estimates of extrabudgetary expenditures, which currently are provided as a global amount in regard of each source of fund. The resource requirement overview tables contained in part I of the budget would continue to show, for each section, a finer breakdown by object of expenditure, however. Furthermore, under part II

of the budget, the justifications of resource requirements in narrative form would reflect a greater degree of detail than the tables. In particular, the narrative texts would contain information on requirements under temporary assistance, overtime and consultants in terms of work months.

18. A prototype of a section of the budget, namely section 19, United Nations Centre for Human Settlements (Habitat), of the 1992-1993 proposed programme budget, is provided in annex I to the present report. It reflects the proposals for changes in the budget methodology and format outlined in the paragraphs above.

Notes

1/ Official Records of the General Assembly, Forty-sixth Session, Supplement No. 16 (A/46/16), para. 53.

Annex I

PROTOTYPE

Section 19. United Nations Centre for Human Settlements (Habitat)

Overview

19.1 Following the Habitat: United Nations Conference on Human Settlements, held in 1976, the General Assembly, in its resolution 32/162 of 19 December 1977, decided that a Centre for Human Settlements (Habitat) should be established, incorporating the resources of the United Nations Habitat and Human Settlements Foundation, to serve as a secretariat to the Commission on Human Settlements and as a focal point for action and the coordination of activities in the field of human settlements within the United Nations system.

19.2 By its resolution 37/221 of 20 December 1982, the General Assembly proclaimed the year 1987 as the International Year of Shelter for the Homeless and, having noted the success achieved in attaining the objectives of the Year, decided to sustain the momentum it had generated by adopting, in its resolution 43/181 of 20 December 1988, a Global Strategy for Shelter to the Year 2000. The programme of work in the present section is derived from Programme 22, Human settlements, of the medium-term plan for the period 1992-1997 (see A/45/6/Rev.1). The activities of the Centre during the biennium 1992-1993 will be primarily directed towards achieving the objectives of the Global Strategy.

19.3 The Centre for Human Settlements (Habitat) will undertake technical research on substantive issues, prepare training curricula and training materials, publish and disseminate information, and undertake technical and other forms of cooperation with Governments, non-governmental organizations, and educational and research institutions. The Centre will also continue to collaborate with the World Health Organization (WHO) on health aspects of human settlements, with the International Labour Organisation (ILO) on employment in the human settlements sector, with the World Bank on urban management and training, and with the United Nations Industrial Development Organization (UNIDO) on the development of indigenous building materials.

19.4 A summary analysis of the overall regular budget and extrabudgetary estimates of the requirements by programme and object of expenditure and of the post requirements is provided in the tables 19.1 to 19.3 below.

TABLE 19.1. SUMMARY OF 1992-1993 REQUIREMENTS BY PROGRAMME

(Thousands of United States dollars)

(1) Regular budget

	1990-1991 appropriation	Resource growth Amount	Resource growth Rate	Total before inflation	Inflation	1992-1993 estimates
A. Policy-making organs	1 141.6	-	-	1 141.6	72.8	1 214.4
B. Executive direction and management	1 602.8	-	-	1 602.8	233.5	1 836.3
C. Programme of work	6 414.8	(60.4)	(0.9)	6 354.4	1 002.3	7 356.7
D. Programme support	1 452.5	(5.0)	(0.3)	1 447.5	317.5	1 765.0
Total, regular budget	10 611.7	(65.4)	(0.6)	10 546.3	1 626.1	12 172.4

(2) Extrabudgetary resources

	1990-1991 estimated expenditures	Resource growth Amount	Resource growth Rate	Total before inflation	Inflation	1992-1993 estimated expenditures
A. Policy-making organs	-	-	-	-	-	-
B. Executive direction and management	645.1	94.9	14.7	740.0	103.8	843.8
C. Programme of work	73 490.1	(5 224.0)	(7.1)	68 266.1	3 047.8	71 313.9
D. Programme support	3 921.9	(700.0)	(17.8)	3 221.9	733.0	3 954.9
Total, extrabudgetary resources	78 057.1	(5 829.1)	(7.5)	72 228.0	3 884.6	76 112.6
Total, direct costs	88 668.8	(5 894.5)	(6.6)	82 774.3	5 510.7	88 285.0

TABLE 19.2. SUMMARY OF 1992-1993 ESTIMATES BY OBJECT OF EXPENDITURE

(Thousands of United States dollars)

Object of expenditure	A. Regular budget						B. Extrabudgetary resources						Total estimated 1992-1993 expenditures
	1990-1991 appropriation	Resource growth Amount	Resource growth Rate	Total before inflation	Inflation	1992-1993 estimates	1990-1991 estimates	Resource growth Amount	Resource growth Rate	Total before inflation	Inflation	1992-1993 estimates	
1. Staff costs	9 591.6	(5.0)	(0.1)	9 586.6	1 417.4	11 004.0	8 874.7	(1 432.3)	(16.1)	7 442.4	1 294.2	8 736.6	19 740.6
2. Consultants and experts	364.9	(10.1)	(3.7)	354.8	60.7	420.5	162.8	(0.1)	(0.1)	162.7	36.8	199.5	620.0
3. Travel on official business	706.7	(51.6)	(25.8)	155.1	34.7	189.8	444.5	102.7	23.1	547.2	123.1	670.3	860.1
4. Contractual services	92.0	1.3	1.4	93.3	18.4	111.7	647.0	160.4	24.8	807.4	182.0	989.4	1 101.1
5. General operating expenses	789.1	-	-	789.1	59.7	748.8	1 817.4	71.1	3.1	1 038.5	234.1	1 272.6	1 621.4
6. Supplies and materials	107.0	-	-	107.0	23.1	130.1	189.9	(71.8)	(11.5)	168.1	38.0	206.1	336.2
7. Furniture and equipment	65.4	-	-	65.4	12.1	67.5	862.9	(47.1)	(5.5)	815.2	183.8	999.0	1 066.5
8. Alterations and improvements	-	-	-	-	-	-	-	-	-	-	-	-	-
9. Fellowships, grants and contributions	-	-	-	-	-	-	322.8	117.3	36.3	440.1	99.0	539.1	539.1
10. Other expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	10 611.7	(65.4)	(0.6)	10 546.3	1 626.1	12 172.4	13 521.4	(1 099.8)	(8.8)	11 421.6	2 191.0	13 612.6	25 785.0
11. Operational activities:													
(a) Habitat and Human Settlements Foundation	-	-	-	-	-	-	11 000.0	(4 290.3)	(39.0)	6 709.7	1 290.3	8 000.0	8 000.0
(b) UNDP	-	-	-	-	-	-	52 000.0	0.0	0.0	52 000.0	0.0	52 000.0	52 000.0
(c) Other	-	-	-	-	-	-	2 535.7	(439.0)	(17.3)	2 096.7	403.3	2 500.0	2 500.0
Subtotal	-	-	-	-	-	-	65 535.7	(4 729.3)	(7.2)	60 806.4	1 693.6	62 500.0	62 500.0
Total	10 611.7	(65.4)	(0.6)	10 546.3	1 626.1	12 172.4	79 057.1	(5 829.1)	(7.5)	72 228.0	3 884.6	76 112.6	88 285.0

TABLE 19.3. POST REQUIREMENTS

	Established posts		Temporary posts					
	Regular budget		Regular budget		Extrabudgetary resources		Total	
	1990-1991	1992-1993	1990-1991	1992-1993	1990-1991	1992-1993	1990-1991	1992-1993
Professional category and above								
USG	1	1	-	-	-	-	1	1
ASG	-	-	-	-	1	1	1	1
D-2	1	1	-	-	-	-	1	1
D-1	3	3	-	-	8	8	11	11
P-5	6	6	-	-	13	13	19	19
P-4	15	15	-	-	8	8	23	23
P-3	16	16	-	-	11	11	27	27
P-2/1	5	6	-	-	9	1	14	7
Total	47	48	-	-	50	42	97	90
General Service category								
Principal level	-	-	-	-	-	-	-	-
Other levels	2	2	-	-	-	-	2	2
Total	2	2	-	-	-	-	2	2
Other categories								
Local level	32	43	-	-	67	67	99	110
Total	32	43	-	-	67	67	99	110
Grand total	81 a/	93	-	-	117 b/	109 c/	198	202

a/ Excludes 1 P-2 and 11 local level non-recurrent posts.

b/ Includes 5 L-6, 10 L-5, 1 L-3 and 8 L-2 posts.

c/ Includes 5 L-6, 10 L-5 and 1 L-3 posts.

A. Policy-making organs

19.5 The intergovernmental body providing overall direction to the work of the Centre is the Commission on Human Settlements. The Commission has 58 members, each elected for a four-year term. It meets biennially for eight working days and receives substantive services from the Centre. Conference-servicing staff for the sessions of the Commission is provided by Conference Services, Geneva. The next meeting of the Commission will be held in 1991 at its headquarters in Nairobi. The Commission reports to the General Assembly (Second Committee) through the Economic and Social Council. In addition, a Committee of Permanent Representatives of Member Governments advises the Executive Director of the Centre between sessions of the Commission.

Resource requirements for the preparation and servicing of the session of the Commission in 1993 (at current rates)

Staff costs

19.6 The estimated requirements for temporary assistance for meetings amount to $1,103,900 to provide for interpretation and translation services, as well as temporary staff, such as messengers, drivers and typists.

Travel on official business

19.7 An amount of $12,600 is requested for the attendance at the session of the Commission of one member from each of the national liberation movements recognized by the Organization of African Unity.

General operating expenses

19.8 An amount of $25,100 is requested to cover general operating expenses related to the session of the Commission in 1993.

19.9 A summary of the above estimated resource requirements by object of expenditure is provided in table 19.4 below.

A. POLICY-MAKING ORGANS

TABLE 10.6. SUMMARY OF 1992-1993 ESTIMATES BY OBJECT OF EXPENDITURE

(Thousands of United States dollars)

Object of expenditure	A. Regular budget						B. Extrabudgetary resources						Total estimated 1992-1993 expenditures
	1990-1991 appropriation	Resource growth Amount	Resource growth Rate	Total before inflation	Inflation	1992-1993 estimates	1990-1991 estimates	Resource growth Amount	Resource growth Rate	Total before inflation	Inflation	1992-1993 estimates	
1. Staff costs	1 103.9	-	-	1 103.9	67.2	1 171.1	-	-	-	-	-	-	1 171.1
2. Consultants and experts	-	-	-	-	-	-	-	-	-	-	-	-	-
3. Travel on official business	12.6	-	-	12.6	2.1	14.7	-	-	-	-	-	-	14.7
4. Contractual services	-	-	-	-	-	-	-	-	-	-	-	-	-
5. General operating expenses	25.1	-	-	25.1	3.5	28.6	-	-	-	-	-	-	28.6
6. Supplies and materials	-	-	-	-	-	-	-	-	-	-	-	-	-
7. Furniture and equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
8. Alterations and improvements	-	-	-	-	-	-	-	-	-	-	-	-	-
9. Fellowships, grants and contributions	-	-	-	-	-	-	-	-	-	-	-	-	-
10. Other expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	1 141.6	-	-	1 141.6	72.8	1 214.4	-	-	-	-	-	-	1 214.4
11. Operational activities:													
(a) Habitat and Human Settlements Foundation	-	-	-	-	-	-	-	-	-	-	-	-	-
(b) UNDP	-	-	-	-	-	-	-	-	-	-	-	-	-
(c) Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	1 141.6	-	-	1 141.6	72.8	1 214.4	-	-	-	-	-	-	1 214.4

B. Executive direction and management

19.10 The Office of the Executive Director provides overall direction, supervision and management of the Centre in the implementation of its legislative mandates and its approved work programme. The resources requested relate to the Office of the Executive Director, the New York office and the secretariat of the Commission on Human Settlements, including the External Relations Unit.

19.11 The Office of the Executive Director will continue to include the same number and level of posts financed by extrabudgetary resources (one Assistant Secretary-General, one D-1, one P-3 and two local level), the incumbents of which are responsible for the day-to-day management of the United Nations Habitat and Human Settlements Foundation.

Resources requirements (at current rates)

Staff costs

19.12 No change is proposed in the post requirements for the Office of the Executive Director. It will continue to comprise the following posts: one Under-Secretary-General, two D-1, one P-5, one P-4, two P-3, 2 General Service (other level) and 5 local level. The resources estimated for these posts amount to $1,531,300.

Travel on official business

19.13 An amount of $39,000 is estimated to be required for attendance by the Executive Director and the Secretary of the Commission at the sessions of the General Assembly and the Economic and Social Council; for inter-agency consultation by the Senior Human Settlements Officer; and for consultations by the Executive Director with government representatives, heads of specialized agencies and relevant professional bodies.

General operating expenses

19.14 The estimated requirements under this heading amount to $20,300 and relate to the telephone, cable and postage expenditures of the New York office.

Supplies and materials, furniture and equipment

19.15 The provisions for supplies and materials ($7,800) and for furniture and equipment ($4,400) relate to the needs of the New York office of the Centre.

19.16 A summary of the estimated requirements by object of expenditure and the post requirements are provided below in tables 19.5 and 19.6 respectively.

B. EXECUTIVE DIRECTION AND MANAGEMENT

TABLE 19.5. SUMMARY OF 1992-1993 ESTIMATES BY OBJECT OF EXPENDITURE

(Thousands of United States dollars)

Object of expenditure	A. Regular budget						B. Extrabudgetary resources						
	1990-1991 appropriation	Resource growth Amount	Resource growth Rate	Total before inflation	Inflation	1992-1993 estimates	1990-1991 estimates	Resource growth Amount	Resource growth Rate	Total before inflation	Inflation	1992-1993 estimates	Total estimated 1992-1993 expenditures
1. Staff costs	1 531.3	-	-	1 531.3	221.0	1 752.3	530.1	86.2	16.3	616.3	76.1	692.4	2 444.7
2. Consultants and experts	-	-	-	-	-	-	-	-	-	-	-	-	-
3. Travel on official business	39.0	-	-	39.0	8.8	47.8	115.0	8.7	7.6	123.7	27.7	151.4	199.2
4. Contractual services	-	-	-	-	-	-	-	-	-	-	-	-	-
5. General operating expenses	20.3	-	-	20.3	2.3	22.6	-	-	-	-	-	-	22.6
6. Supplies and materials	7.8	-	-	7.8	0.8	8.6	-	-	-	-	-	-	8.6
7. Furniture and equipment	4.4	-	-	4.4	0.6	5.0	-	-	-	-	-	-	5.0
8. Alterations and improvements	-	-	-	-	-	-	-	-	-	-	-	-	-
9. Fellowships, grants and contributions	-	-	-	-	-	-	-	-	-	-	-	-	-
10. Other expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	1 602.8	-	-	1 602.8	233.5	1 836.3	645.1	94.9	14.7	740.0	103.8	843.8	2 680.1
11. Operational activities:													
(a) Habitat and Human Settlements Foundation	-	-	-	-	-	-	-	-	-	-	-	-	-
(b) UNDP	-	-	-	-	-	-	-	-	-	-	-	-	-
(c) Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	1 602.8	-	-	1 602.8	233.5	1 836.3	645.1	94.9	14.7	740.0	103.8	843.8	2 680.1

TABLE 19.6. POST REQUIREMENTS

	Established posts		Temporary posts				Total	
	Regular budget		Regular budget		Extrabudgetary resources			
	1990-1991	1992-1993	1990-1991	1992-1993	1990-1991	1992-1993	1990-1991	1992-1993
Professional category and above								
USG	1	1	-	-	-	-	1	1
ASG	-	-	-	-	1	1	1	1
D-1	2	2	-	-	1	1	3	3
P-5	1	1	-	-	-	-	1	1
P-4	1	1	-	-	-	-	1	1
P-3	2	2	-	-	1	1	3	3
Total	7	7	-	-	3	3	10	10
General Service category Other levels	2	2	-	-	-	-	2	2
Total	2	2	-	-	-	-	2	2
Other categories Local level	5	5	-	-	2	2	7	7
Total	5	5	-	-	2	2	7	7
Grand total	14	14	-	-	5	5	19	19

C. Programme of work

19.17 Programme 22, Human settlements, of the medium-term plan for the period 1992-1997 (A/45/6/Rev.1), adopted by the General Assembly at its forty-fifth session, provides the framework for the activities to be undertaken by the Centre during the biennium 1992-1993. These activities aim at implementing the strategies described in programme 22 of the plan and are derived from it. They are described by category under the eight subprogrammes of programme 22. The General Assembly has designated subprogrammes 2 (National policies and instruments) and 6 (Infrastructure development and operations) as high priority.

19.18 The programme of work under this section does not fall under the five priorities of a broad sectoral nature decided by the General Assembly at its forty-fifth session. Owing to the nature of the issues dealt with, it presents a great continuity. Approximately 38 per cent of the outputs for the biennium relate to publications, 9 per cent to parliamentary documentation and 13 per cent to workshops/fellowships. Most of these outputs are subject to joint financing by the regular budget and extrabudgetary resources. As regards the publications programmed for the biennium, 16 are recurrent and 59 are non-recurrent.

19.19 The activities for the biennium will cover a large number of themes such as contruction materials, infrastructure, transport, energy, employment, land management, municipal funding, community participation, housing and the rented sector and funding. The programme will focus, in particular, on the relationship between the environment and urban problems. Institution-building will continue to occupy a prominent place.

19.20 In 1992-1993 the United Nations Centre for Human Settlements will undertake 271 technical cooperation projects in 102 countries, 85 of them in the least developed countries. About 65 per cent of the funding for these projects comes from the United Nations Development Programme (UNDP), 18 per cent from Governments, and 11 per cent from trust funds.

19.21 An in-depth evaluation of the programme on human settlements (E/AC.51/1990/2) was submitted to the Committee for Programme and Coordination (CPC) at its thirtieth session in 1990. The Committee expressed satisfaction, inter alia, that the outputs of the programme reaching end-users had been utilized and considered useful. It stressed the need to overcome problems relating to the distribution of outputs and dissemination of strategies and systems. The Committee recommended the adoption of the recommendations contained in paragraph 115 of the report and requested that they should be given due attention by relevant intergovernmental bodies. a/ Subsequently, the General Assembly endorsed the recommendations of the Committee by its resolution 45/253 of 21 December 1990. The Centre has reviewed the conclusions and recommendations of the in-depth evaluation and is in the process of implementing them, as recommended by CPC.

19.22 The programme performance report for the biennium 1988-1989 b/ showed that the Centre implemented 70 per cent of its work programme for that biennium, and that 40 outputs were carried over to the current biennium. As of 31 December 1990, 23 of those outputs had been implemented and 6 terminated or reformulated and incorporated into other publications. With the exception of one report, all of the outputs implemented, reformulated or terminated were technical publications.

19.23 A draft of the programme of work of the Centre will be submitted to the Commission at its forthcoming thirteenth session to be held from 29 April to 8 May 1991. The recommendations of the Commission, including on the priorities for various activities, will be brought to the attention of the CPC at its thirty-first session. They will also be submitted to the Economic and Social Council at its session in July together with the report of the Commission on the work of its thirteenth session.

Resource requirements (at current rates)

19.24 Continuation of 37 Professional and above and 22 local-level posts from the current biennium is proposed (for details see table 19.8). The estimated staff costs would amount to $5,91[illegible],700.

19.25 The estimated requirements under the heading "Consultants and experts" would amount to $259,800. Distribution of these estimates among subprogrammes may be seen in the table contained in paragraph 19.29 below. The overall reduction of $10,100 relates to the consultancy provision previously assigned for the implementation of mandates concerning the living conditions of the Palestinian people and which was unspent during the current biennium.

19.26 The estimated requirements for travel on official business ($90,600) relate to travel of staff in the context of the work programme. Distribution of those estimates by subprogramme can be seen from the table in paragraph 19.29 below. The estimates reflect a reduction in requirements in the amount of $16,000, which relate to mandates concerning the living conditions of the Palestinian people, for the reasons indicated above. A provision for travel of representatives ($35,600) made in the current biennium for the implementation of the same mandate is discontinued for the same reasons.

19.27 The requirements under external printing and binding ($93,300) including an increase of $1,300, relate to six issues of Habitat News, four issues of the Journal of Network of African Countries on Local Building Materials and Technology, as well as a number of other non-recurrent publications.

19.28 A summary of the resource requirements for the programme of work described under the relevant subprogrammes is provided below in tables 19.7 (Estimates by object of expenditures) and 19.8 (Post requirements).

C. PROGRAMME OF WORK

TABLE 19.7. SUMMARY OF 1992-1993 ESTIMATES BY OBJECT OF EXPENDITURE

(Thousands of United States dollars)

Object of expenditure	A. Regular budget						B. Extrabudgetary resources						
	1990-1991 appropriation	Resource growth Amount	Resource growth Rate	Total before inflation	Inflation	1992-1993 estimates	1990-1991 estimates	Resource growth Amount	Resource growth Rate	Total before inflation	Inflation	1992-1993 estimates	Total estimated 1992-1993 expenditures
1. Staff costs	5 910.7	-	-	5 910.7	902.3	6 813.0	6 290.8	(1 040.1)	(16.5)	5 250.7	856.4	6 107.1	12 920.1
2. Consultants and experts	269.9	(10.1)	(3.7)	259.8	60.7	320.5	162.8	(0.1)	(0.1)	162.7	36.8	199.5	520.0
3. Travel on official business	142.2	(51.6)	(36.3)	90.6	20.9	111.5	294.5	107.1	36.4	401.6	90.5	492.1	603.6
4. Contractual services	92.0	1.3	1.4	93.3	18.4	111.7	520.7	189.2	36.3	709.9	160.1	870.0	981.7
5. General operating expenses	-	-	-	-	-	-	362.8	131.9	36.4	494.7	111.4	606.1	606.1
6. Supplies and materials	-	-	-	-	-	-	-	-	-	-	-	-	-
7. Furniture and equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
8. Alterations and improvements	-	-	-	-	-	-	-	-	-	-	-	-	-
9. Fellowships, grants and contributions	-	-	-	-	-	-	322.8	117.3	36.3	440.1	99.0	539.1	539.1
10. Other expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	6 414.8	(60.4)	(0.9)	6 354.4	1 002.3	7 356.7	7 994.4	(494.7)	(6.2)	7 459.7	1 354.2	8 813.9	16 170.6
11. Operational activities:													
(a) Habitat and Human Settlements Foundation	-	-	-	-	-	-	11 000.0	(4 290.3)	(39.0)	6 709.7	1 290.3	8 000.0	8 000.0
(b) UNDP	-	-	-	-	-	-	52 000.0	0.0	0.0	52 000.0	0.0	52 000.0	52 000.0
(c) Other	-	-	-	-	-	-	2 535.7	(439.0)	(17.3)	2 096.7	403.3	2 500.0	2 500.0
Subtotal	-	-	-	-	-	-	65 535.7	(4 729.3)	(7.2)	60 806.4	1 693.6	62 500.0	62 500.0
Total	6 414.8	(60.4)	(0.9)	6 354.4	1 002.3	7 356.7	73 490.1	(5 224.0)	(7.1)	68 266.1	3 047.8	71 313.9	78 670.6

TABLE 19.8. POST REQUIREMENTS

	Established posts		Temporary posts					
	Regular budget		Regular budget		Extrabudgetary resources		Total	
	1990-1991	1992-1993	1990-1991	1992-1993	1990-1991	1992-1993	1990-1991	1992-1993
Professional category and above								
D-2	1	1	-	-	-	1	1	2
D-1	1	1	-	-	7	6	8	7
P-5	5	5	-	-	12	12	17	17
P-4	13	13	-	-	6	6	19	19
P-3	12	12	-	-	8	8	20	20
P-2/1	5	5	-	-	8	-	13	5
Total	37	37	-	-	41	33	78	70
Other categories								
Local level	22	22	-	-	31	31	53	53
Total	22	22	-	-	31	31	53	53
Grand total	59	59	-	-	72	64	131	123

19.29 Within the programme of work, the indicative distribution of resources among the eight subprogrammes would be as follows:

(Thousands of United States dollars)

	Work-months		Other regular budget resources				Extrabudgetary resources	
Subprogramme	Prof. established Temp post	GS established Temp posts	Consultancy	Ad Hoc expert group	Travel	Other	General trust funds Estimated	Tech. coop trust funds Estimated
1	346.0	209.5	57.0	96.0	24.6	20.3	2 118.5	381.0
2	55.0	35.0	4.5				252.2	11 216.9
3	103.0	64.5			9.0	27.0	668.3	20 776.1
4	59.0	25.5	24.0		6.0	12.0	152.0	5 314.6
5	45.0	28.5	23.0		9.0	12.0	384.5	3 796.0
6	106.0	59.5			27.0		499.4	7 560.1
7	91.0	55.5	55.3		15.0	12.0	2 849.9	7 638.5
8	83.0	50.0				10.0	535.0	4 123.2
Total	888.0	528.0	163.8	96.0	90.6	93.3	7 459.7	60 806.4

Subprogramme 1. Global issues and strategies c/

19.30 The objectives of this subprogramme are to identify and respond to global human settlements trends, particularly as they affect economic and social change in developing countries. For the biennium 1992-1993, global human settlement trends will continue to be identified as set out in the Global Strategy for Shelter to the Year 2000. The Global Strategy is designed to facilitate adequate shelter for all by the year 2000. Efforts will be made to induce Governments to mobilize all those involved in the public and private sectors, and to provide a facilitating environment for the construction and improvement of shelter and infrastructure and the provision of services. Progress reports will be issued to the Commission on Human Settlements on the Global Strategy and on cooperation with and among developing countries. As the future of human settlements is inextricably linked to other global development issues - conditions of trade, population growth, employment characteristics, technology transfer, environmental protection, the policies and impact of international aid and development agencies - other programmed activities will include publications as well as technical and informational

materials that will be aimed at providing strategies for national and international policy makers to deal with each of these issues. New outputs include a report on the 1994-1995 Plan of Action for the Global Strategy and a directory of Habitat focal points.

Activities:

1. Parliamentary services (regular budget)*

Purpose: Mandated documentation

Parliamentary documentation: Ten reports submitted to the Commission on Human Settlements (fourteenth session, 1993).

(a) Progress in implementing recommendations for national action adopted by the United Nations Conference on Human Settlements;

(b) Implementation of the Global Strategy for Shelter to the Year 2000;

(c) 1994-1995 Plan of Action for the Global Strategy;

(d) Implementation of the programme for women's participation in the Global Strategy;

(e) Human settlements assistance to and among developing countries;

(f) Activities of Habitat for 1991-1992, joint activities with the United Nations Environment Programme (UNEP) and activities of the United Nations system;

(g) Cooperation between Habitat and intergovernmental organizations outside the United Nations system and with non-governmental organizations;

(h) Matters arising out of resolutions of major legislative organs of the United Nations and other intergovernmental bodies;

(i) Report on two themes to be selected at the thirteenth session of the Commission and themes for consideration at its fifteenth session in 1995;

(j) Proposed revisions to the medium-term plan for the period 1992-1997 and 1994-1995 work programme.

2. Published material (regular budget)

Purpose: Technical information on settlement issues

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* High priority.

(a) Twelve issues of recurrent publications: Annual: three issues of Habitat News; three issues of UNCHS Habitat Shelter Bulletin;**

(b) Ten non-recurrent publications: three case-studies on formulation and implementation of national shelter strategies in Africa, Asia, Latin America and the Caribbean; review of the activities of non-governmental organizations relating to the Global Strategy for Shelter to the Year 2000; two synopses of evaluations undertaken during 1991 and 1992,** strategic options of managing the urban environment; sustainable-cities concept, developed and applied in four cities; living conditions of women-headed households in selected countries; and training module on women and sustainable development;

(c) Technical material: wall charts compiled from city database; four bibliographic notes; database on textual and audiovisual materials.

3. Ad hoc expert groups

Three ad hoc expert groups on the themes for the Commission at its fourteenth session (two groups) and one on women and sustainable development.

4. Information materials and services (regular budget/extrabudgetary)

Purpose: Promotion of work on settlement issues

Directory of Habitat focal points;** annual wall charts for International Women's Day; 20 press releases,** 4 radio broadcasts,** 28 lectures; 22 seminars;** and annual promotional material for World Habitat Day.

5. Operational activities (extrabudgetary)

Purpose: Provision of assistance on settlement issues

(a) Advisory services on: formulation and implementation of national shelter strategies; use of shelter-performance indicators; monitoring and evaluation; identification appraisal and formulation of World Food Programme (WFP)-assisted projects; and establishment of statistical databases;

(b) Group training: workshop on women and sustainable development; and gender-aware approaches to human settlements development in Asia and in Africa;

(c) Field projects: two technical cooperation projects.

[Seven other subprogrammes would be included in budget section.]

** Low priority.

D. Programme support

19.31 The Division of Administration provides services for personnel and financial administration, resource planning and use of common services. It also provides the administrative support required for the biennial session of the Commission on Human Settlements.

Resource requirements (at current rates)

Staff costs

19.32 An amount of $1,040,400 is required for the established posts as well as for the following expenditures:

(a) Temporary assistance for the replacement of staff on maternity or extended sick leave and the cost of local-level staff assigned to the UNEP Documents Reproduction Unit as the Centre's share of its operating costs ($98,800);

(b) Share of the Centre in the costs of a full-time nurse and a part-time medical doctor in the clinic administered by UNEP ($18,100);

(c) Overtime, representing the additional hours worked during the biennium by staff engaged in support services in the Division of Administration ($25,900);

(d) Share of the Centre in the costs of the language classes organized by UNEP ($12,400).

19.33 It is proposed to establish on a permanent basis one P-2 and 11 local-level posts that have been financed as non-recurrent temporary posts since 1984-1985. When the Centre for Human Settlements was first established, it was located at the Kenyatta International Conference Centre at Nairobi. In the 1980-1981 biennium, the Centre was provided with one P-2 and 20 local-level posts under lump-sum general temporary assistance funds to meet its security and general services requirements. These funds were renewed for the following two bienniums. In the 1982-1983 biennium, they were augmented to provide one P-2 post of Security Officer. In the 1984-1985 biennium, when the Centre moved to the United Nations premises at Gigiri, and was no longer responsible for security services, one P-2 and nine local-level posts, which until then were responsible for security in Habitat, were transferred to the newly established Common Services at Nairobi. Habitat retained one P-2 and 11 local-level posts that have, until now, been treated as non-recurrent temporary posts, to perform functions in the area of general services. These posts are encumbered by one administrative officer, one administrative assistant, one secretary, four drivers and five messengers. While this proposal increases the number of established posts, it results in a minor decrease ($5,000) in the overall resources of the Centre for the biennium 1992-1993 owing to the application of a turnover factor for a P-2 post.

Travel on official business

19.34 An amount of $12,900 is required to enable officials responsible for administrative matters, finance and budget to undertake necessary consultations at Headquarters.

General operating expenses

19.35 The requirements amount to $243,700 and relate to the following expenditures:

(a) Rental and maintenance of premises, including minor alterations to the offices and the cost of hiring 24-hour security coverage for the residence of the Executive Director;

(b) Rental and maintenance of equipment, including the cost of regular maintenance and servicing of vehicles, photocopying equipment, typewriters and micro computers used by the Centre;

(c) Communications, including cables and telexes, local telephone and facsimile charges, long-distance telephone calls, postage and pouches;

(d) Miscellaneous services such as vehicle insurance; freight; bank changes; newspaper advertisement for local vacancies; cleaning of uniforms, etc.;

(e) Supplies and materials such as the following: expendable office supplies; paper for internal reproduction; printing supplies; library subscriptions and medical supplies;

(f) Furniture and equipment relating to the following: office furniture; replacement cost of two vehicles that have now become inserviceable;

(g) Hospitality to cover requirements arising out of the official activities of the Centre.

19.36 A summary of the resource requirements by objects of expenditure and of the post requirements is provided in the tables 19.9 and 19.10 below.

D. PROGRAMME SUPPORT

TABLE 19.9 SUMMARY OF 1992-1993 ESTIMATES BY OBJECT OF EXPENDITURE

(Thousands of United States dollars)

Object of expenditure	A. Regular budget						B. Extrabudgetary resources						Total estimated 1992-1993 expenditures
	1990-1991 appropriation	Resource growth Amount	Resource growth Rate	Total before inflation	Inflation	1992-1993 estimates	1990-1991 estimates	Resource growth Amount	Resource growth Rate	Total before inflation	Inflation	1992-1993 estimates	
1. Staff costs	1 045.7	(5.0)	(0.5)	1 040.7	226.9	1 267.6	2 053.8	(478.4)	(23.3)	1 575.4	361.7	1 937.1	3 204.7
2. Consultants and experts	-	-	-	-	-	-	-	-	-	-	-	-	-
3. Travel on official business	17.9	-	-	17.9	2.9	15.8	35.0	(13.1)	(37.4)	21.9	4.9	26.8	42.6
4. Contractual services	-	-	-	-	-	-	126.9	(28.8)	(22.8)	97.5	21.9	119.4	119.4
5. General operating expenses	243.7	-	-	243.7	53.9	297.6	644.6	(110.8)	(16.9)	543.8	122.7	666.5	964.1
6. Supplies and materials	99.2	-	-	99.2	22.3	121.5	189.9	(21.8)	(11.5)	168.1	38.0	206.1	327.6
7. Furniture and equipment	51.0	-	-	51.0	11.5	62.5	862.3	(47.1)	(5.5)	815.2	183.8	999.0	1 061.5
8. Alterations and improvements	-	-	-	-	-	-	-	-	-	-	-	-	-
9. Fellowships, grants and contributions	-	-	-	-	-	-	-	-	-	-	-	-	-
10. Other expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	1 452.5	(5.0)	(0.5)	1 447.5	317.5	1 765.0	3 921.9	(700.0)	(17.8)	3 221.9	733.0	3 954.9	5 719.9

TABLE 19.10. POST REQUIREMENTS

	Established posts		Temporary posts				Total	
	Regular budget		Regular budget		Extrabudgetary resources			
	1990-1991	1992-1993	1990-1991	1992-1993	1990-1991	1992-1993	1990-1991	1992-1993
Professional category and above								
P-5	-	-	-	-	1	1	1	1
P-4	1	1	-	-	2	2	3	3
P-3	2	2	-	-	2	2	4	4
P-2/1	-	1	-	-	1	1	1	2
Total	3	4	-	-	6	6	9	10
General Service category								
Local level	5	16	-	-	34	34	39	50
Total	5	16	-	-	34	34	39	50
Grand total	8	20	-	-	40	40	48	60

Notes

a/ Official Records of the General Assembly, Forty-fifth Session, Supplement No. 16 (A/45/16), paras. 351-355.

b/ A/45/218 and Add.1.

c/ For the purpose of prototype, only subprogramme 1 is presented here as a model.

Annex II

REVIEW OF SUMMARY TABLES CURRENTLY INCLUDED IN THE PROPOSED PROGRAMME BUDGET FOR THE BIENNIUM 1992-1993 IN RELATION TO THE PREPARATION OF PART I OF THE PROPOSED BUDGET UNDER THE NEW FORMAT

Description	Introduction	Overview	Annex	To be discontinued	Bienniums 1988-1989	1990-1991	1992-1993
1. Distribution of regular budget by part	x						Yes
2. High-level distribution of regular budget resources by major object of expenditure	x						Yes
3. Distribution of regular budget posts by part	x						Yes
4. Sections with rate of real growth exceeding 2 per cent	x						Yes
5. Sections with negative real growth	x						Yes
6. Distribution of regular budget resources by major medium-term plan programme	x						Yes
7. Distribution of regular budget resources outside medium-term plan	x						Yes
8. High-level analysis of total increase	x						
9. Distribution of total increase by part	x						Yes

Description	Introduction	Overview	Annex	To be discontinued	Bienniums 1988-1989	1990-1991	1992-1993
							Yes
10. Distribution of post reclassifications by part	x						
				Yes			
11. High-level analysis of revaluation of budget base	x						
				Yes			
12. High-level analysis of real growth	x						
						Yes	Yes
13. Allocation of resources by part	1						
						Yes	Yes
14. Allocation of resources by section	2						
						Yes	Yes
15. Proposed regular budget posts by part	3						
						Yes	Yes
16. Proposed regular budget posts by section	4						
						Yes	Yes
17. Detailed distribution of regular budget resources by major object of expenditure	5						
						Yes	Yes
18. Distribution of extrabudgetary resources by part	6						
						Yes	Yes
19. Distribution of extrabudgetary resources by section	7						
						Yes	Yes
20. Distribution of extrabudgetary posts by part	8						
						Yes	Yes
21. Distribution of extrabudgetary posts by section	9						

Description	Introduction	Overview	Annex	To be discontinued	Bienniums 1988-1989	1990-1991	1992-1993
22. Distribution of subprogrammes with high priority designation	10						Yes
23. Total budget		1				Yes	Yes
24. Posts by major category		2				Yes	Yes
25. Regular budget income by major category		3				Yes	Yes
26. Extrabudgetary resources by major category		4				Yes	Yes
27. Regular budget costs by part		5			Yes	Yes	Yes
28. Regular budget costs by main objects of expenditure		6			Yes	Yes	Yes
29. Regular budget costs by sector		7		Yes		Yes	Yes
30. Posts by part of the budget		8				Yes	Yes
31. Summary of the proposed programme budget and analysis of rate of real growth			I			Yes	Yes
32. Analysis of revalued base			II	Yes		Yes	Yes
33. Non-recurrent items			III	Yes		Yes	Yes
34. Projects in respect of rates of exchange and average annual rates of inflation			IV	Yes		Yes	Yes
35. Established posts			V (a)			Yes	Yes

Description	Introduction	Overview	Annex	To be discontinued	Bienniums 1988-1989	1990-1991	1992-1993
						Yes	Yes
			V (b)				
36. Temporary posts						Yes	Yes
			VI				
37. Distribution of appropriations/estimates by section of the budget and main object of expenditure							
38. Distribution of resources in terms of the medium-term plan and rates of real growth						Yes	Yes
By sector and programme			VII (a)			Yes	Yes
By programme and sector			VII (b)				
39. Extrabudgetary resources: estimated expenditures							Yes
Support services			VIII (a) (I)				Yes
Substantive activities			VIII (a) (II)				Yes
Operational activities			VIII (a) (III)				Yes
			VIII (b)				
40. Anticipated extrabudgetary staffing table							